

2 May 1979

NOTE FOR: PAO Secretarial Staff

SUBJECT: Preparation of Final Draft for STOF Study

1. Current schedule is for the Strategic Forces and the Navy STOF teams to complete first draft by noon on Thursday, 3 May. Air/Land STOF team will complete its draft by COB on Thursday, 3 May.

ATINTL

2. [REDACTED] will review drafts prior to going on leave at noon on Friday, 4 May.

3. Friday afternoon will be a rewrite period for the analytical staff. Two secretaries will be asked to work on Saturday from 1200 to 1700 hours.

4. STOF rewrites should be ready for final typing by COB on Monday, 7 May.

5. Second draft is due to [REDACTED] by 1000 hours on Wednesday, 9 May. He will again review draft and make final corrections prior to COB on Thursday, 10 May. STATINTL

ATINTL

6. Typing of final draft will be done on Thursday and Friday. Draft will go to [REDACTED] by COB on Friday, 11 May.

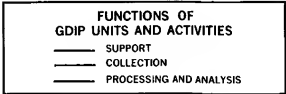
7. We do not anticipate any requirements for the following Saturday or Sunday.

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cc: [REDACTED]

GDIP ORGANIZATION AND FUNCTIONS




9 April 1979

PROPOSED SCHEDULE FOR STOF ANALYSIS
AND WEEKLY MEETINGS


9 April	Monday	Develop agreed schedule for analysis and paper.
13 April	Friday	Develop agreed outline. STOF Team meets to review and revise the proposed approach to the analysis and to the paper.
20 April	Friday	Revise outline and guide drafters. STOF team meets to go over outlines, any available materials and intended approach, with focus on scope/quality of analysis of the <u>problem</u> .
25 April	Wednesday	Circulate completed first draft by COB to STOF Team.
27 April	Friday	Direct the redrafting. STOF Team meets to discuss draft, with focus on scope/quality of analysis of the <u>programmatic options</u> .
1 May	Tuesday	Circulate completed revised draft by COB to STOF Team.
3 May	Thursday	Direct completion of the Working Draft. STOF Team meets to discuss draft, with focus (hopefully) on <u>presentation</u> of analysis of problems and options.
4 May	Friday	Complete Working Draft by COB.
5 May	Saturday	Complete any remaining typing, editing, Xeroxing, distributing, etc.

DRAFT OUTLINE OF PAO WORK PROGRAM




STATINTL

<u>Name</u>	<u>Status/Activity</u>	<u>Schedule</u>	<u>People</u>
A. <u>Support to Operating Forces</u>	1. Navy	2/1 to 5/1	
	2. SAC	2/15 to 5/15	
	3. Army/TAC	3/1 to 6/15	
B. <u>ELINT Study</u>	1. Support to JEK on ELINT	--	
	2. Prepare ELINT Issue Paper	5/1 to 6/15	
C. <u>Imagery/Shuttle</u>	1. Support to JEK on imagery, Shuttle, and testimony	to 5/15	
	2. Follow-on study for 81 budget review	5/15 to 9/15	
D. <u>HF Modernization</u>	Ongoing study being completed. Drafting Report (due 2/5); then completion of any follow-on tasks.	to 3/1	

STATINTL

<u>Name</u>	<u>Status/Activity</u>	<u>Schedule</u>	<u>People</u>
E. <u>HUMINT/DDO</u>	1. Support to JEK testimony; review Army HUMINT; preparation of Study Plan for DDO Study	to 6/15	
	2. DDO Study (?)	6/15 to 9/15	

STATINTL F. Special Studies

1. Studies & Analysis	Response to Congress	2/15	
2. Macro NFIP Allocation	--	3/1 to 4/1	
3.  Study	Study of Budget Process	--	
4.  Study	Political/Economic Intelligence	--	